



State of California

Department of the Youth Authority *Invites applications for*

MEDICAL DIRECTOR

CALIFORNIA STATE GOVERNMENT – AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER – EQUAL EMPLOYMENT TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX/GENDER, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

FINAL FILING DATE: Extended to June 7, 2004

SALARY: Up to \$138,000 per year

LOCATION OF POSITION: Sacramento, California

HOW TO APPLY

Submit letter of interest, curriculum vitae and three professional references (names and telephone numbers) to Cecilia Perrin via email cperrin@cva.ca.gov or fax (916) 262-1329, or mail to Department of the Youth Authority, Personnel-Selection, 4241 Williamsborough Dr., Ste. 115, Sacramento, CA 95823.

MINIMUM QUALIFICATIONS

- Possession of a California Medical License or license eligible.
- Board certified in either: Psychiatry, Pediatrics, Internal Medicine or Family Practice.
- Demonstrated administrative medical experience

SELECTION PROCESS

The selection process will consist of (1) a review and evaluation of applications by a designated screening committee; and (2) an interview process. Only the most qualified candidates will be invited to participate in the interview process.

POSITION DESCRIPTION

The Medical Director, under administrative direction, serves as the Department of the Youth Authority's top medical officer by providing centralized medical leadership and oversight of all departmental health care programs, which include the medical, psychiatric, nursing and dental programs of the Department of the Youth Authority. The position is located in Sacramento, California. Responsibilities include the following:

- Provides professional clinical supervision and direction to all physicians and dentists at facilities throughout the State; and directly supervises the Chief Medical Officers, Chief Psychiatrist, Chief Dentists and Director of Nursing.
- Develops standardized juvenile-specific health care policies and procedures.
- Develops a chronic illness program that includes clinical guidelines that are benchmarked to any existing national standards.
- Supervises, trains and develops clinical staff through a continuous Quality Improvement Program, including peer review of physicians and routine audits of the process of care.
- Ensures that the clinical program is commensurate with community standards and is delivered in a decent and humane manner.
- Monitors the quality of medical, dental and psychiatric care within the Department.
- Develops a system to evaluate the productivity of health care staff.
- Ensures that a pharmacy inventory control system is established and monitored.
- Establishes fiscal accountability specific to health care for the Department's entire health care system.
- Chairs the medical advisory committee and serves as a member of the Governing Body of the Youth Authority Clinical Health Services staff.
- Advises the Director and the Department on medical matters affecting the hiring and retention of employees.
- Organizes Continuing Medical Education (CME).

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE ILLEGAL USE OF DRUGS IS INCONSISTENT WITH THE LAWS OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

THE DEPARTMENT

The California Department of the Youth Authority (CYA) www.cya.ca.gov is one of the largest youth correctional agencies in the nation, with some 4,300 young men and women in institutions and camps, and approximately 4,200 more on parole. Youth committed by the juvenile and criminal courts to the CYA receive treatment, training and education. The Department's headquarters office is located in Sacramento, California.

DESIRABLE QUALIFICATIONS

- Experience in a juvenile correctional facility or in a hospital, which includes an understanding of the problems of hospital administration and management, quality assurance programs, accountability, pharmacy control, and the administration of medical programs.
- Experience in the management of a large health care delivery system and the knowledge of principles, policies and procedures used to provide timely and cost-effective medical, dental, mental health, public health and clinical support services.
- Experience developing and formulating health care policies and procedures; and experience related to program development and evaluation.
- Experience and clinical expertise in Adolescent Medicine or if a Psychiatrist, in Adolescent-Child Psychiatry, preferably in the area of incarcerated juveniles.
- Experience in Medical Education.
- Knowledge of principles, procedures and techniques used in planning, evaluating and administering a multidisciplinary health care program.
- Knowledge of principles, practices and trends in public administration, organization and management.
- Fiscal management and accountability experience.
- Well-developed communication and interpersonal skills, and the ability to establish and maintain cooperative working relationships with staff, management, the public and all levels of government officials.
- Knowledge of a manager's responsibility to promote equal opportunity in hiring and employee development and promotion, and for achieving a work environment that is free of discrimination and harassment.
- Demonstrated leadership, flexibility and judgment necessary to perform in the capacity of the Medical Director for the Department of the Youth Authority.

STATE BENEFITS

The State of California benefit package includes:

- Retirement contributions into the California Public Employee's Retirement System
- Vacation and sick or annual leave
- Medical, dental and vision insurance
- 14 paid holidays
- Voluntary enrollment into a Deferred Compensation Program, Long Term Disability Insurance, Long Term Care Insurance, Group Term, Life Insurance, and a Legal Services Plan
- License renewal fee reimbursement
- Continuing medical education leave

ADDITIONAL INFORMATION

The Medical Director is considered an "Exempt" position, therefore, appointment to this position and salary are subject to Executive Approval. Questions regarding the position or selection process should be directed to Cecilia Perrin, Human Resources Expert, at cperrin@cya.ca.gov or (916) 262-2718.

Mission Statement: *The Mission of the Youth Authority is to protect the public from criminal activity by providing education, training and victim restoration; and assisting local justice agencies with their efforts to control crime and delinquency, and encouraging the development of state and local programs to prevent crime and delinquency.*

STATE OF CALIFORNIA
ARNOLD SCHWARZENEGGER
GOVERNOR

YOUTH AND ADULT CORRECTIONAL
AGENCY
RODERICK HICKMAN
AGENCY SECRETARY

DEPARTMENT OF THE YOUTH
AUTHORITY
WALTER ALLEN III
DIRECTOR
